



Southern California Association of Governments

Human Resources

818 West 7th Street, 12th Floor, Los Angeles, California 90017 • (213) 236-1910 • www.scag.ca.gov

PROGRAM MANAGER I, #298 **California Blueprint Grant (Limited Term)**

\$66,240 to \$99,360 per year (DOE)

Typical Hiring Range: \$66,240 to \$82,800 per year

Open Until Filled. Next Review of Applications: Friday, January 5, 2007

THE POSITION

This position is an at-will limited term assignment for a minimum of two years. The position may be extended beyond two years depending upon available funding. The employee will work under the direction of the Community Development Division Manager and function as the program manager for studies funded by the California Blueprint Grant.

This position provides an extraordinary opportunity to become involved in the State's most important initiative to improve housing and transportation choices and conduct scenario planning for more efficient land use patterns throughout California. The position's duties will focus on the regional land use/housing and transportation connection as it is applied to the implementation of the State Housing law for the Regional Housing Needs Assessment (RHNA).

SCAG was awarded the largest Blueprint grant for any MPO in California. SCAG will use these resources in conjunction with its Compass Growth Visioning program to assist individual communities to find unique and effective solutions to local planning problems focusing on the land use/housing/transportation connection.

Ideal Candidate Qualities:

- Demonstrable expertise in public outreach and consensus building
- Excellent interpersonal skills
- Effective verbal and written communication skills
- Excellent presentation and public speaking skills
- Strategic and creative thinker
- Adaptable and flexible worker
- Knowledge of State Housing Law: Government Code 65580 et seq.
- Knowledge of transit and public transportation planning principles and their integration with land use and housing planning
- Politically astute, with experience in dealing with elected officials
- Ability to analyze and interpret technical data and develop public policy

The following is a list of typical duties of this position:

- Act as a project manager implementing the Compass/Blueprint Trading and Incentive Plan;
- Be a part of the team assessing the potential for transit oriented development through both redevelopment investment analysis supporting local infill strategies, place-based housing, and transportation affordability;
- Provide assistance to local communities in developing RHNA allocation plans and in updating local plans that integrate transportation and land use/housing planning through scenario planning;
- Support statewide California Blueprint research and networking efforts, including participating in public forums;
- Present information and recommendations to the Regional Council, committees, task forces, advisory committees, and Executive level personnel;
- Evaluate land use, housing, transportation performance measures, and incentives to promote development in Compass 2% Strategy growth opportunity areas;
- Perform technical and policy research and analysis for Blueprint and its application for improving mobility while creating housing opportunities;
- Supervise technical consultants and provide technical direction and functional supervision to subordinate staff.

MINIMUM QUALIFICATIONS

Education: Bachelor's degree from an accredited college or university with major course work in urban planning, policy analysis, political science, engineering, economics or a related field. Transportation/land use/housing planning emphasis is highly desirable. Master's degree is desirable.

Experience and Training: Five years of increasingly responsible transportation/land use/housing planning or policy experience at a local or regional level.

Knowledge of: Transportation, housing, and land use planning principles; research methods and sources of information related to transit, urban transportation development, and planning; government organizations, functions, and operating methods; policy

development; applicable laws and regulations; principles of economics or transportation planning; methods and techniques of project management.

Ability to: Analyze and compile policy-level and technical information; work independently and in a team environment; convene disparate groups, identify options and achieve consensus; adapt to multiple task and/or project schedules in a dynamic planning environment; plan and coordinate multi-disciplinary projects; interpret regional transportation planning and housing programs to the general public and to member agencies; independently investigate planning problems.

APPLICATION AND SELECTION PROCEDURE

Applicants **must** submit a completed SCAG application and resume to:

Southern California Association of Governments

Attn: Human Resources Office
818 West 7th Street, 12th Floor
Los Angeles, CA 90017
(213) 236-1910
(213) 630-1493 fax
www.scag.ca.gov

Applications will be accepted on a continuous basis until SCAG's needs are met. This recruitment may close at any time without prior notice.

The most qualified applicants will be invited to participate in the selection process based on the application and resume submitted. Applicants must clearly demonstrate through their application materials that they meet the qualifications listed above. The selection process may consist of an application screening, oral presentation, and oral board interview.

EMPLOYMENT INFORMATION

- Before employment, applicants will be required to provide documentation that verifies their proof of eligibility to work in the United States.
- Reference checking will be done prior to hire. A thorough background check including a review of criminal history, DMV report, pre-employment physical, alcohol and drug-screening, and financial history may be conducted for certain classifications.

EMPLOYEE PROGRAMS AND BENEFITS

- **Insurance Coverage:** Employees may choose from two HMO and two PPO CalPERS health plans and two dental plans. SCAG contributes \$800/month towards insurance premiums with the cost difference paid out in cash. Dental and vision insurance are provided at no cost to employees. Life insurance, in the amount of \$50,000 is provided by SCAG. Short term and long term disability insurance plans are provided by SCAG.
- **Retirement:** Employees become members of the California Public Employees' Retirement System (CalPERS) 2% @ 55 plan. SCAG pays the employee's 7% contribution. ICMA and MetLife 457 deferred compensation plans are available. Employees do not pay into Social Security.

- **Holidays:** A total of 13 paid holidays – 9 designated and 4 floating – are provided annually.
- **Vacation:** Ten to twenty days per year, depending on length of experience.
- **Sick Leave:** Employees earn sick leave at the rate of one day per month.
- **Health, Dependent Care, and Parking Reimbursement Account:** A tax-exempt savings plan is offered to pay eligible expenses associated with health, dependent care, and parking.
- **Rideshare/Transportation Incentive Program:** SCAG pays up to \$155 towards monthly bus pass, vanpool, or Metrolink, \$35 per month for ridesharing. In order to receive this benefit, employees must use one of the listed options at least 13 days per month.
- **Flexible Time/Modified Work Week:** Some employees may work a modified 9-80 work schedule, with every other Friday off. SCAG offers a flexible work schedule to allow employees some flexibility on daily work hours.
- **Other Benefits:** SCAG offers credit union membership in the E-Central Credit Union. Employees may have their paychecks automatically deposited. A tuition reimbursement program is offered to employees.

THE ORGANIZATION

The Southern California Association of Governments (SCAG) is a regional planning agency and a Council of Governments, established in 1965. SCAG works to develop long-range policies and action plans to address issues of regional and sub-regional concern and to help local agencies meet Federal and State planning mandates. SCAG serves as a center for information exchange on a broad range of transportation, growth management, environmental, infrastructure, and institutional issues. The SCAG region includes six counties, one hundred eighty-seven cities, 38,000 square miles and a population of over 15 million. For more information on SCAG, please visit our website at www.scag.ca.gov.

SCAG is located in bustling downtown Los Angeles. Los Angeles (LA) is located on the beautiful California Coast, and offers a year-round Mediterranean climate. The area is known for its cultural venues, sports centers, garment, and jewelry districts, high-rise buildings, shopping, tourist attractions, fine restaurants, zoos, and museums. It is home to such professional sports organizations as the LA Lakers, Clippers, Sparks, Kings, and Dodgers. Downtown LA is easily accessible by Metrolink train, underground Metro, and bus.

EQUAL EMPLOYMENT OPPORTUNITY

SCAG is an equal employment opportunity employer. All personnel policies and programs are administered without regards to race, color, religion, political belief, age, national origin, sex, disability, cultural background, or sexual orientation. If you require assistance to participate in this recruitment, please call the Human Resources Office at (213) 236-1931.